Most Immediate

F.No C 30013/45/2016-Ad.IVA
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise and Customs
*****

6th Floor, HUDCO Vishala Bldg,
Bhikaji Cama Place, New Delhi,
Dated, the 20th July, 2016

To

All the Chief Commissioners/Directors General under CBEC


Sir/Madam,

I am directed to enclose herewith a copy of D.O. letter No. 407/12/2014-AVD-IV(B)-Vol.III dated 05.07.2016 received from Secretary, Department of Personnel & Training on the subject mentioned above for information and necessary action.

End: As above

Yours faithfully,

(Amarjit Singh)
Director (Ad.IV)
Tel. No. 011- 26162694

Copy to: Webmaster, O/o the Directorate General of System, New Delhi with request to kindly upload the letter on CBEC's website.
D.O.No. 407/12/2014-AVD-IV(B) Vol.III

As you may be aware, every public servant is required to make a declaration of his assets and liabilities under the provisions of section 44 of the Lokpal and Lokayuktas Act, 2013. These declarations are required to be made in respect of the years 2014, 2015 and 2016. The declaration for the year 2014 is to reflect the information of assets and liabilities as on 1st August, 2014 and the declarations for the subsequent years i.e. for 2015 and 2016, should reflect the position as on 31st March of the respective years. The revised forms, in which the said information is required to be furnished are enclosed herewith for ready reference. The last date for filing of such information with the competent authority has been prescribed as 31st July, 2016.

2. In this connection, attention is also invited to the provisions of section 45, which provides that if any public servant wilfully or for reasons which are not justifiable fails to declare his assets or gives misleading information and is found to be in possession of assets not disclosed or in respect of which misleading information has been furnished, then such assets shall be presumed to be assets acquired by corrupt means.

3. In terms of the provisions of sections 2(1)(c)(iv), 2(1)(c)(v) and the notifications No. 2154(E) and 2155(E) dated 20th June, 2016 issued (copies enclosed) under provisions of section 2(c)(vii) of the Lokpal and Lokayuktas Act, 2013, the Minister-in-charge of each Ministry/Department is the authority competent before whom such declarations are required to be filed by the following categories of public servants:

i. An officer serving the Ministry or Department concerned;

ii. Chairperson or Members of any body or Board or Corporation or Authority or Company or Society or autonomous body (by whatever name called) established or
APPENDIX-I
[Rule 20(1)]

Return of Assets and Liabilities on First Appointment or as on the 31st March, 20…….
(Under Sec 44 of the Lokpal and Lokayuktas Act, 2013.)

1. Name of the Public servant in full
   (in block letters)

2.(a) Present public position held
      (Designation, name and address
      of organisation)

(b) Service to which belongs
    (if applicable)

Declaration:

I hereby declare that the return enclosed namely, Forms I to IV are complete, true and correct to
the best of my knowledge and belief, in respect of information due to be furnished by me under
the provisions of section 44 of the Lokpal and Lokayuktas Act, 2013.

Date................................ Signature................................

* In case of first appointment please indicate date of appointment.

Note 1. This return shall contain particulars of all assets and liabilities of the public servant either
in his/her own name or in the name of any other person. The return should include details in
respect of assets/ liabilities of spouse and dependent children as provided in Section 44 (2) of the
Lokpal and Lokayuktas Act, 2013.

(Sec 44(2)): A public servant shall, within a period of thirty days from the date on which he
makes and subscribes an oath or affirmation to enter upon his office, furnish to the competent
authority the information relating to—

(a) the assets of which he, his spouse and his dependent children are, jointly or severally,
owners or beneficiaries;

(b) his liabilities and that of his spouse and his dependent children.

Note 2. If a public servant is a member of Hindu Undivided Family with co-ownership rights in
the properties of the family either as a 'Karta' or as a member, he should indicate in the return in
Form No. III the value of his share in such property and where it is not possible to indicate the
exact value of such share, its approximate value. Suitable explanatory notes may be added
wherever necessary.

Note 3:— "dependent children" means sons and daughters who have no separate means of
earning and are wholly dependent on the public servant for their livelihood. (Explanation below
Section 44(3) of Lokpal and Lokayuktas Act, 2013)
"FORM No. II
Statement of movable property on first appointment or as on the 31st March, 20...
(Use separate sheets for self, spouse and each dependent child.)

No. Description Remarks, if any

Cash and bank balance:

Insurance (premium paid):

Fixed /Recurring Deposit(s):

Shares/Bonds:

Mutual Fund(s):

Pension Scheme/Provident Fund:

Other investments, if any:

Personal loans/advances given to any person or entity including firm, company, trust, etc. and other receivables from debtors and the amount (excluding two months basic pay or Rs. 1,000, whichever is the case may be):

Motor Vehicles
(details of Make, registration number, year of purchase and amount paid):

Jewellery
(Give details of approximate weight (plus or minus 10 gms. in respect of gold and precious stones; plus or minus 100 gms. in respect of silver):

Gold:

Silver:

Precious metals and precious stones:

Composite items:
(Indicate approximate value)***

Any other assets (Give details of movable assets not covered in (i) to (v) above):

(a) Furniture
(b) Fixtures
(c) Antiques
(d) Paintings
(e) Electronic equipments
(f) Others

[Indicate the details of an asset, only if the total current value of any particular asset in any particular category (e.g. furniture, fixtures, electronic equipments, etc.) exceeds two months' basic pay or Rs. 1,000, whichever is the case may be.]

Date ................................ Signature.............................................

* Details of deposits in the foreign bank(s) to be given separately.

** Investments above Rs. 2 lakhs to be reported individually. Investments below Rs. 2 lakhs may be reported together.

*** Value indicated in the first return need not be revised in subsequent returns as long as no new composite item had been acquired or no existing item had been disposed of, during the relevant year.  

\[\text{ Added} \]
"FORM No. IV

Statement of Debts and Other Liabilities on first appointment or as on 31st May 20...

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Debtor (Self/Spouse or dependent children)</th>
<th>Name and address of Creditor</th>
<th>Nature of debt/liability and amount</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date .......................... Signature......................................

Note 1: Individual items of loans not exceeding two months basic pay (where applicable) and Rs. lakh in other cases need not be included.

Note 2. The statement should include various loans and advances (exceeding the value in Note 1) to from banks, companies, financial institutions, Central/State Government and from individuals."
THE GAZETTE OF INDIA: EXTRAORDINARY

(PART II—SEC. 3(iii))

(iii) The object of the act is to provide for the restoration and upgradation of junior officers, teachers, and other junior staff in the Central Government service, who have been below the minimum pay scale for a period of more than 5 years, and whose cases have been referred to the said Ministry or Department for consideration.

(iv) The act aims to provide for the restoration and upgradation of junior officers, teachers, and other junior staff in the Central Government service, who have been below the minimum pay scale for a period of more than 5 years, and whose cases have been referred to the said Ministry or Department for consideration.

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Personnel and Training)

NOTIFICATION

New Delhi, the 20th June, 2016

S.O. 2154(E).—In exercise of the powers conferred under sub-section (vii) of sub-section (1) of section 2 read with clause (g) of sub-section (1) of section 14 of the Lokpal and Lokayukta Act, 2013 (1 of 2014) (hereafter in this notification referred to as the said Act), the Central Government hereby notifies that for any person referred to in clause (g) of sub-section (1) of section 14 of the said Act, the Minister-in-charge of the Ministry or Department of the Government of India providing financial assistance to any society, association of persons or trust, referred to in the aforesaid clause, shall be the competent authority:

Provided that if a society or association of persons or trust, referred to in the said clause (g) is financed by more than one Ministries or Departments of the Government, the Minister-in-charge of the Ministry or Department, whose contribution as financial assistance to the said society or association of persons or trust is highest in the year for which declaration or annual return is being filed, shall be the competent authority in respect of such society or association of persons or trust during that particular year.

2. For the purposes of this notification,—

(i) the original declaration or annual return may be filed before the Ministry or Department making the highest contribution as financial assistance and a copy of the return may be sent to all other Ministries or Departments financing such society or association of persons or trust;

(ii) the annual returns shall continue to be filed by the category of public servants referred to in paragraph (i), till such time the entire financial assistance allowed to such society or association of persons or trust stands fully utilised for the purposes for which it was allowed;

(iii) the competent authority with which such annual return is to be filed may vary from year to year based on the Ministry or the Department whose contribution as financial assistance to the said society or association of persons or trust is highest in that year;

(iv) the expression "every other society" means a society not covered under clause (i) of sub-section (1) of section 14 of the said Act.

[FR. No. 407/02/2016-AVD-IV(Lokpal)Pl.2]

JISHNU BARUA, R. Sery.